

Minutes of the Special and Regular Meeting of May 22, 2007

One Twin Pines Lane, Belmont, California

SPECIAL MEETINGS

CLOSED SESSION - 6:10 P.M.

- A. Conference with Labor Negotiator, Jack Crist, pursuant to Government Code Section No. 54957.6: AFSCME and MMCEA
- B. Public Employee Performance Evaluation, City Attorney, pursuant to Government Code section 54957

Attended by Councilmembers Mathewson, Lieberman, Feierbach, Dickenson, City Manager Crist, City Attorney Zafferano, Human Resources Director Sam, Community Development Director de Melo, Police Chief Mattei and Labor Negotiator Fran Buchanan. Councilmember Warden was absent and Deputy City Clerk Aguilar was excused from attending.

At this time, being 7:30 P.M., this item was recessed to the end of the meeting.

Pamela Aguilar
Deputy City Clerk

This meeting not tape recorded or videotaped.

REGULAR MEETING **CALL TO ORDER 7:30 P.M.**

ROLL CALL

COUNCILMEMBERS PRESENT: Dickenson, Mathewson, Lieberman, Feierbach

COUNCILMEMBERS ABSENT: Warden

Staff Present: City Manager Crist, City Attorney Zafferano, Community Development Director de Melo, Police Chief Mattei, Finance Director Fil, Human Resources Director Sam, Public Works Director Davis, Parks and Recreation Director Politzer, Deputy City Clerk Aguilar.

PLEDGE OF ALLEGIANCE

Led by Deputy City Clerk Aguilar.

REPORT FROM CLOSED SESSION

City Attorney Zafferano stated that there were no reportable actions from Closed Session.

PUBLIC COMMENTS AND ANNOUNCEMENTS

John Violet, Friends of the Belmont Library (FOBL), announced that the FOBL would hold its Annual Meeting on Wednesday, June 13, 2007 at 7:00 p.m. in the Taube Family Community Room. The election of new officers and board of directors, adoption of the budget, and revision of by-laws are among the items that will be addressed. He added that a presentation by author Gerald Hessler regarding writing and his books will also take place that evening.

COUNCIL MEMBER COMMENTS AND ANNOUNCEMENTS

Councilmember Lieberman announced that the Belmont-Redwood Shores Little League season is ending, and tournaments will begin Tuesday, May 29, 2007.

Mayor Feierbach announced that a Special Meeting would be held on Tuesday, May 29, 2007 at 7:30 p.m. regarding the Emmett House. She also announced Belmont's E-Waste Collection Event would be held on Saturday, June 2, 2007 from 9:00 a.m. to 3:00 p.m. at the Caltrain parking lot between O'Neill and Ralston. She specified what electronic items would be accepted at the event and those that would not.

AGENDA AMENDMENTS

Mayor Feierbach noted that Item 8-A (Discussion and Direction Regarding Save the Music Community Festival) would be taken out of order, immediately following the Consent Calendar.

CONSENT CALENDAR

Approval of the minutes of the Special and Regular Meeting of April 24, 2007

Adoption of Ordinance 1024 Amending the Zoning Code to Allow Business, Professional, and Trade School Uses in The M-1 Limited Manufacturing District (2nd reading and adoption)

Adoption of Ordinance 1025 Adopting Description of Acquisition Program for the Redevelopment Plan for Los Costanos Project Area Pursuant to New Health and Safety Code Section 33342.7 (2nd reading and adoption)

Approval of Resolution 9885 Authorizing an Agreement with Maze & Associates for Continuing Auditing Services

Approval of Resolution 9886 Approving the Filing of the Bicycle Facility Program Grant Application for Installation of the Bicycle Lanes on Alameda de las Pulgas South of Ralston Avenue in the Amount of \$40,000

ACTION: On a motion by Councilmember Lieberman, seconded by Councilmember Dickenson, the Consent Calendar was unanimously approved by a show of hands (4-0, Warden absent).

COMMISSION, COMMITTEE, AND COUNCIL INTERGOVERNMENTAL ASSIGNMENT UPDATES, AND STAFF ITEMS

Discussion and Direction Regarding Save The Music Community Festival

Parks and Recreation Director Politzer presented a proposal by the Belmont Chamber of Commerce to combine School-Force's Save The Music Community Festival with the Belmont Festival. He stated that a study conducted by staff indicated the community's desire for more home-grown, one-day events that celebrate the Belmont community such as Save the Music, which promotes the importance of providing music in public schools. He added that Parks and Recreation staff have reviewed the site plan and operational plan and is in support of this event. The proposed date of the event is October 14, 2007 from 11:00 a.m. to 5:00 p.m. and event organizers request Council's permission to use Sixth Avenue and Twin Pines Park as a venue. Further, they request council waive \$7,888.00 in fees to sponsor the event.

Ron Denman, Belmont Chamber of Commerce President, presented a power point slide show elaborating on the Save the Music Festival. He expressed the need for Belmont to create a signature community event that would differentiate it from other cities and other festivals. He noted that this event involves parents, students, children and adults and can become the biggest

annual family event in the Belmont area. He added that supporting such an event is the perfect opportunity to highlight the cultural and musical diversification that can be found in Belmont, and by waiving the fees the City would be recognized as one of the sponsors of the event.

Mr. Denman explained that by joining together, School-Force and the Chamber benefit from increased revenues through broader appeal to a popular cause and a wider audience. Costs are reduced through volunteer labor and shared resources.

Discussion ensued.

Councilmember Dickenson stated that he enjoyed the format of Belmont's annual Art and Wine Festival and would like to see it continue, but that perhaps it has become more commercialized over the years. He indicated that although the proposal was good, it might be combining too many organizations and too many activities.

In response to Councilmember Lieberman's question regarding the economic impact of the City's involvement in the Arts and Wine Festival, Director Politzer stated that the City's participation in last year's Art and Wine Festival resulted in the use of 200 staff hours from the Parks and Recreation department alone equaling \$20,000. The City received a check for \$13,000 as its share of the proceeds, resulting in a loss of revenue. He indicated that these resources could be better directed to other programs and services.

Councilmember Lieberman suggested that if the event is successful this year, a structure should be set up for the future that would create a partnership between the organizations and the City where there are mutual benefits rather than the City providing all the resources to independent organizations. He cited an example where some of the profits could be repaid to the City and directed to Parks and Recreation for the maintenance of sports fields and other needs.

Councilmember Mathewson concurred with Councilmember Dickenson regarding the Arts and Wine Festival as an historic event for Belmont, and also supported Councilmember Lieberman's recommendation regarding a structure for future profits. He stated it is not unreasonable to waive fees for the first year.

Mayor Feierbach stated she would like to give this event a chance and wants to build something special for Belmont. She believes this event would create a "gathering place", which aligns with Belmont's Vision Statement.

Police Chief Mattei said that this would be a good event for the kids and for the community.

Council concurred to allow the event, waive fees for the first year, and review the program again in the future.

NEW BUSINESS

Introduction of FY2008 Budget

Finance Director Fil stated the budget has addressed all Council's priorities and incorporates the direction that was given at the strategic planning session in March. Finance Director Fil

indicated that there were some corrections to be made to the information presented tonight, primarily in Redevelopment due to information that was received after the budget was prepared. He also noted that the \$16 million Capital Improvement Program (CIP) is the largest allocation the City has ever had, which shows a tremendous effort on the City's part towards improvement projects.

Assistant Finance Director Cheung stated that the budget is currently balanced and General Fund reserves have been met. He indicated that the City's financial position continues to improve, revenue projections are up and increasing, and although expenditures are also up, they are within prescribed limits. No budget corrections will be necessary in fiscal year 2008. He added that revenues will primarily come from the Redevelopment Agency and another large portion will come from property tax, sales tax, and transient occupancy tax. Expenditures will primarily go to refinancing the Redevelopment Agency debt and towards capital projects.

In comparing revenue and expenditures, Finance Director Fil explained that when refinancing the Redevelopment Agency projects, debt retirement is reflected as an expenditure, and new incoming revenue is not being reflected, but rather is shown as "other source". He clarified that despite these figures, the budget is balanced.

Finance Director Fil reviewed Budget Assumptions and General Fund Trends for a seven-year period and noted that the corrective actions taken during Fiscal Years 2002, 2003 and 2004 have made a positive difference and that the City is the benefactor of an improved economy.

In response to Councilmember Lieberman, Finance Director Fil explained that because revenues have consistently exceeded expenditures over time, one might assume that the budget would increase. However, the excess has been used to fund other programs such as Parks and Recreation and Community Development. The expenditures referred to are those from the General Fund only.

Finance Director Fil reported that the five-year sewer and storm drain improvement programs have been updated. He added that the base sewer rates have been keeping with current trends, and a new rate component has been added for a higher degree of confidence in achieving revenue targets. The minimum operating fund balance has increased from fifty percent to seventy-five percent. Changes that were made a year ago are working.

Finance Director Fil described the proposed sewer rate increase structure over the next five years, and if approved, the rate increases will allow the City to reach its reserve balance target.

In response to Mayor Feierbach regarding the determination of sewer rates, Finance Director Fil stated that data for water consumption between the months of December and March is typically the best measure of indoor use on average and the closest proxy for a multi-year structure.

Finance Director Fil reviewed trends and projections for future year budgeting. Factors include regional economic growth, Proposition 1A, and the implementation of GASB 45.

Finance Director Fil reported that the outlook for the Parks and Recreation Fund is positive. Expenditures are down and the department is working toward decreasing its subsidy and finding ways to better serve the community. The Community Development Fund has reduced its subsidy by forty-one percent and revenues are over 2007 budget by eighteen thousand dollars. The subsidy helps to augment several Redevelopment activities including the General Plan and Downtown Specific Plan Updates, Residential Design Guidelines, Permit Efficiency Implementation, Code Enforcement and Zone Text Amendments.

Finance Director Fil discussed several policy issues including National Pollution Discharge Elimination System (NPDES) rates and debt issues. In response to Mayor Feierbach, Finance Director Fil stated that fees collected for NPDES are being used for their intended purpose.

Assistant Finance Director Cheung reviewed Council's top ten priorities and stated that these were all addressed in the budget.

Joyce Montgomery, Finance Commissioner, stated that each commissioner submitted questions regarding the budget to Assistant Finance Director Cheung and had a thorough understanding of the budget document and were satisfied with the presentation. She commended the Finance staff for doing a great job.

Mayor Feierbach stated that she would like to see the questions that were submitted by the Finance Commission.

At this point, Mayor Feierbach asked for public comment. There was no public comment.

ACTION: On a motion by Councilmember Mathewson, seconded by Councilmember Lieberman, Resolution 9887 setting a public hearing on increases to rates, fees and charges for sewer services for July 24, 2007 was unanimously approved by a show of hands (4-0, Warden absent).

Informational Report - FY2008 Budget Position Additions and Reclassifications Requested by City Departments

City Manager Crist stated that there is a need for the City and Council to work together to review the present organizational structure and at staffing needs and efficiency for Belmont's success in the future.

In response to Mayor Feierbach, City Manager Crist expressed concern that there is no current mechanism in place to handle organizational issues on a broad scale. He emphasized the need for organizational restructuring, reclassification of positions, and recruitment in several departments, but there is no Council committee to address personnel issues.

Mayor Feierbach suggested that study sessions be scheduled to address these concerns.

Council concurred to schedule study sessions to discuss organizational restructuring and staffing needs and, if necessary, create a Council subcommittee to further address these issues.

Resolution Approving the Purchase of One Aerial Truck from Altec Industries, Inc. for an Amount not to Exceed \$175,835.11

Public Works Director Davis stated that replacement of an aerial truck is part of the department's fleet maintenance program. The current aerial vehicle was scheduled to be replaced in the 2004-2005 cycle, but because it still had some useful life, the cycle was extended.

In response to Mayor Feierbach, Director Davis explained that although the new aerial truck would run on diesel fuel, it would have the most stringent exhaust emissions devices on the market, which meet the current state air quality standards.

In response to Councilmember Lieberman, Director Davis responded that fleet maintenance purchases are usually placed on the Consent Calendar.

Mayor Feierbach recommended that similar items should be kept on the Consent Calendar and they can always be pulled if there are any questions.

ACTION: On a motion by Councilmember Lieberman, seconded by Councilmember Dickenson, Resolution 9888 Approving the Purchase of One Aerial Truck from Altec Industries, Inc. for an Amount not to Exceed \$175,835.11 was unanimously approved by a show of hands (4-0, Warden absent).

ADJOURNED to Continued Closed Session, at this time, being 9:31 p.m.

CONTINUED CLOSED SESSION

- A. Conference with Labor Negotiator, Jack Crist, pursuant to Government Code Section No. 54957.6: AFSCME and MMCEA
- B. Public Employee Performance Evaluation, City Attorney, pursuant to Government Code section 54957

Attended by Councilmembers Mathewson, Lieberman, Feierbach, Dickenson, City Manager Crist, City Attorney Zafferano, Human Resources Director Sam, Community Development Director de Melo, Police Chief Mattei and Labor Negotiator Fran Buchanan. Councilmember Warden was absent and Deputy City Clerk Aguilar was excused from attending.

ADJOURNMENT at this time, being 10:15 P.M.

Pamela Aguilar
Deputy City Clerk